

KENTUCKY BOARD OF HOME INSPECTORS
MEETING MINUTES
October 13, 2015

A regular meeting of the Kentucky Board of Home Inspectors was held at the Office of Occupations and Professions in Frankfort, KY on October 13, 2015.

MEMBERS PRESENT

James A. Chandler, Chairman
Mark G. Oerther, Vice Chairman
Welford "Bud" Wenk
Edward "Neal" Tong
Mitch D. Buchanan
Ken Fister
Robert P. Johnson

OCCUPATIONS AND PROFESSIONS STAFF

Megan Woodson, Board Administrator

OFFICE OF THE ATTORNEY GENERAL

Brian Judy, Office of the Attorney General

GUESTS

Steve Keeney, PLI

MEMBERS ABSENT

Mariah Gratz
Kevin Farris

CALL TO ORDER

Mr. Chandler called the meeting to order at 10:15a.m.

MINUTES

A motion was made by Mr. Buchanan to approve the meeting minutes from September 8, 2015. Mr. Tong seconded that motion and it carried.

MONTHLY FINANCIAL REPORT

A corrected financial statement for August 2015 was reviewed by the Board. Due to system updates, the September financial statement will not be available until the November board meeting.

LICENSURE STATUS REPORT

There are currently 382 licensed Home Inspectors.

BOARD COUNSEL REPORT

Mr. Judy presented an amended version of 815 KAR 6:090 Procedures for complaints and disciplinary hearings. Mr. Tong made a motion for the Board to file this version as an amended regulation. Mr. Oerther seconded the motion and the motion carried.

OCCUPATIONS AND PROFESSIONS REPORT

Mrs. Woodson informed the board of the current events of O&P including the office being in the midst of its busiest portion of the annual license renewal period. The Office of Occupations and Professions strongly recommends that licensees complete their renewal at least two weeks prior to their expiration date in order for the renewal to be processed before the expiration date. Susan Ellis is finishing up the biennial budget draft FY 17 and 18 and will have her portion submitted to the Office of State Budget Directory by the end of October. Mrs. Woodson also advised that November 3rd is Election Day in Kentucky. The office will be open, but staff may be out for the some of the day. November 11th, 26th, and 27th are state government holidays and the office

will be closed on these days. Mrs. Woodson reminded the Board of the procedures used for out of state travel reimbursement and that Mr. Slone asks that board members make this process a priority.

OLD BUSINESS

Mr. Chandler advised he has not spoken with Jack Coleman, Department of Housing, Buildings, and Construction (HBC), since their August board meeting. He plans to be in communication regarding the Board's goal to move back to HBC.

The Board discussed research done for the 2016 Kentucky State Fair booth budget. Pricing for a booth display, materials, volunteers, etc .were discussed. Members will continue to research this budget for the next scheduled board meeting.

NEW BUSINESS

The Board reviewed updated application forms for licensees and education providers. Mr. Oerther made a motion to approve the revised forms. Mr. Johnson seconded the motion and the motion carried. Mr. Judy will draft the amended regulations to reflect the updated forms.

The Board reviewed the inquiry from Ben Gromicko (InterNACHI) regarding amendments to 815 KAR 6:010 and the "face-to-face" format. The board discussed that the "face-to-face" requirement is intended for providers to offer courses in a live classroom setting and not through a web-based course using a web camera video. Mrs. Woodson will respond to Mr. Gromicko's inquiry.

The Board reviewed the inquiry from James Bruss (AHIT) regarding AHIT's pre-licensing status on the KBHI website. The board determined that if a Provider is ever suspended for a period of time, the suspension will be reflected on the board's website. Once the suspension period has passed, the board will remove the suspension information from the website. Mr. Tong made a motion to remove AHIT's suspension dates from the board's website. Mr. Buchanan seconded this motion. Five members were in favor of the motion and one member was opposed. The motion carried. Mrs. Woodson will respond to Mr. Bruss' inquiry and have the board's website updated to remove the suspension dates.

NEWSLETTER COMMITTEE REPORT

The Newsletter Committee advised of the different segments being discussed for the upcoming quarterly newsletter. Possible newsletter segments will include a Board Chairman's report, Board Administrator's report, education, applications, and a licensure update. The committee will continue to work the upcoming quarterly newsletter for the board to review.

EDUCATION COMMITTEE REPORT

The Education Committee made the following recommendations:

- HomeSpection Training Institute *deferred* as a pre-licensing provider. The course submitted does not meet 815 KAR 6:010 Section 1 (8)(a) and (b).
- National Association of Home Inspectors (NAHI) Training Institute *deferred* as a pre-licensing provider. The course submitted does not meet 815 KAR 6:010 Section 1 (8)(9)(b).

Mr. Wenk seconded the Committee's recommendation and the motion carried.

- Richard Graman being added as an instructor to the Kentucky Real Estate Inspectors Association (KREIA) continuing education course Typical Framing Problems in Homes (CE1005-175) - *approved*.

Mr. Wenk seconded the motion and the motion carried.

APPLICATIONS COMMITTEE

The Applications Committee recommended the following:

- Initial licensure applications to be ***approved*** – Mark Koshewa, Steve Wetter, and Jacob Yoffe
- Renewal applications to be ***approved*** – Bradley Goff and Clifton Keeton

Mr. Tong seconded the motion and the motion carried.

- Renewal application to be ***denied*** – Paul Grice

Mr. Fister seconded the motion and the motion carried.

The FBI Background check for Don Crum was reviewed.

COMPLAINTS COMMITTEE

The Complaints Committee reported no new complaints have been received and the following cases are ongoing:

- Rumancik
- 2015-03
- 2015-06

TRAVEL AND PER DIEM

Mr. Fister made a motion to approve the travel and per diem for members attending today's meeting. The motion, seconded by Mr. Buchanan, carried.

NEXT MEETING

The next meeting is scheduled for Tuesday, November 10, 2015 at 10:00am at the Office of Occupations and Professions in Frankfort, KY.

ADJOURNMENT

Mr. Johnson made a motion to adjourn at 12:28 p.m. The motion was seconded by Mr. Wenk and carried.

Minutes prepared by Megan Woodson on October 14, 2015